

## BOARD MEETING MINUTES

The Board of the Washington Fire Commissioners Association held a regular meeting on Saturday, December 6, 2008, at the state association office in Olympia.

Members present: President Joe Dawson, Vice President Bill Gates, Secretary-Treasurer Les Riel, Region 1 Director Sharon Colby, Region 2 Alternate Brad Langdell, Region 3 Director Dennis Bjork, Region 4 Director Ken Eakin, Region 5 Director Steve Lich, Region 7 Director Robert Skaggs, Region 8 Director Keith Merritt and Region 9 Director Mick McKinley.

Also present: Gene Carmody (Port Ludlow Fire & Rescue), Jim Grove (Skagit 13), Jack Hensley (Spokane 4), Roger Hershey (South King Fire & Rescue), Richard Kistler (Thurston 7), Verne Pierson (Graham Fire & Rescue), Pete Spiller (Health Care Finance Officer), Ryan Spiller (Capitol Connection), Richard Spring (Clark 6), Gerald Strong (Littlerock Fire Rescue), Tom Treves (Health Care Manager), Dwight VanderVorste (Grant 10), Roger Ferris and Nora Eyllenfeldt (WFCA).

President Dawson administered the oath of office to Region 8 Board Director Keith Merritt, who was re-elected and unable to participate in the conference installation program.

President Dawson called the meeting to order at 12:30 p.m. Board members and guests proceeded with introductions.

Robert Skaggs moved and it was seconded to approve the agenda as presented. **Motion carried.**

Les Riel moved and it was seconded to approve the October 21 Board meeting minutes as presented. **Motion carried.**

Roger Ferris introduced the two finalists for the Health Care Manager position who addressed the Board. Steve Lich moved and it was seconded to forward the two names to the Hiring Committee for a final decision. **Motion carried unanimously.** It was noted the new Health Care Manager will start work shortly after the first of the year.

Les Riel gave the Secretary-Treasurer's report stating the association has 11% remaining in the budget. Keith Merritt moved and it was seconded to approve October and November disbursements, check numbers 22146 through 22252, in the amount of \$155,918. **Motion carried.** Commissioner Riel stated the Budget Committee met in November to discuss the proposed 2009 budget which will be presented to the Board for approval later in the meeting. President Dawson accepted the Secretary-Treasurer's report.

Jack Hensley reported that he visited South Sound Bank in Olympia to verify health care account balances and all are in order. He stated the committee reviewed proposals from two brokers and has recommended the association retain Mercer as the broker of record for the WFCA health care program. Mick McKinley moved and it was seconded to authorize Roger Ferris to sign the contract for broker services with Mercer Health & Benefits. **Motion carried.** President Dawson accepted the Health Care Committee Chair's report.

Tom Treves gave the Health Care Manager's report reviewing claims experience through October 2008. He concluded by saying the program is in good shape. President Dawson accepted the report and thanked Mr. Treves for his work as Health Care Manager; the Board gave Mr. Treves a round of applause.

Pete Spiller gave the Health Care Investment Officer's report stating the total net dollar cost to the program for the year is "in the hole", which was predicted by the State Risk Manager. In spite of this, the overall program is in good financial condition because of the excellent reserves. President Dawson accepted the Investment Officer's report.

The Board convened executive session at 1:10 p.m. for the purpose of discussing personnel. The Board reconvened its regular meeting at 1:15 p.m.

Mick McKinley moved and it was seconded to rename the Forum Building Conference Room (Suite 207) the J. Pete Spiller Board Room in recognition of Mr. Spiller's contributions to the WFCB. **Motion carried.** President Dawson presented a plaque that will remain in the Board Room commemorating this action.

Roger Ferris discussed correspondence noting the president received a copy of a letter from the State Auditor to Robert Attmore, Chair, Governmental Accounting Standards Board (GASB) expressing concern about the direction of the federal general accounting and auditing standards.

Roger Ferris gave a conference recap stating member feedback was positive, attendance was good and finances are "in the black."

President Dawson accepted the Executive Secretary's report.

Bill Gates stated the Executive Committee met to discuss the Executive Secretary's performance evaluations submitted by the Board. Results will be discussed during the budget adoption process of the meeting. President Dawson accepted the Executive Committee report.

Les Riel stated the Education Committee set the following programs for the 2009 Saturday Seminar Series: 1) A five-hour workshop on management versus governance at Ocean Shores (March 21) and Pasco (date to be announced); 2) A three-hour morning session on 2010 legislative priorities (with group breakouts to refine 2008 dot exercise priorities) and a two-hour afternoon session on the services provided by Municipal Research & Services Center and discussion on local government hot button issues (presented in Chelan on May 31). In an effort to increase input from the membership regarding educational offerings, the committee will provide a simple evaluation form for each class presented at the 2009 conference and one overall form for general comments/suggestions. Roger Ferris is looking into Survey Monkey to provide another avenue for members' input. Discussion was held regarding the Ocean Shores Shilo Inn; it was suggested staff investigate who owns the facility. President Dawson accepted the Education Committee report.

Roger Ferris distributed the 2008-2009 Legislative Report outlining major issues for the upcoming session. Ryan Spiller discussed annexation, bid limit increases, benefits for volunteers and simple majority for passage of EMS levies. Mr. Ferris stated that at its last meeting, the Legislative Committee voted to support the Board for Volunteers Relief & Pension Board in its hearing process to amend the WACs and further, to support establishment of a study group to determine the actuarial feasibility of the program for possible inclusion of other volunteer personnel. President Dawson accepted the legislative report.

The Board recessed at 2:00 p.m. The Board reconvened at 2:15 p.m.

President Dawson announced that Dean Shelton, WFCOA representative on the Fire Protection Policy Board, provided the Board with a written report. President Dawson accepted the report.

Keith Merritt reported that the Fire Service Leadership Forum supports the Board for Volunteer Firefighters' efforts in the WAC process. The Forum has asked that the WFCOA appoint a member to attend meetings of the work group. Mick McKinley moved and it was seconded that the WFCOA President appoint a member to attend these meetings. **Motion carried.**

Sharon Colby brought up the issue of residential fire sprinkler systems. Bob Skaggs moved and it was seconded that the WFCOA Board take a position in support of residential fire sprinkler systems in new construction. **Motion carried.**

Sharon Colby moved and it was seconded to nominate Bob Skaggs as a representative on the National Home Sprinkler Coalition. Bill Gates moved and it was seconded to close nominations. **Motion to close nominations carried. Motion to appoint Bob Skaggs to the Coalition passed.**

President Dawson accepted the Leadership Forum report.

Steve Lich stated his written region report provided an update on E911 Advisory Committee activities. President Dawson accepted the E911 Advisory Committee report.

The Ad Hoc Committee presented its initial draft report to the Board which contained committee descriptions and designations to better clarify the role and responsibilities of each committee. After discussion, it was the consensus of the Board to forward the report to each committee for input prior to Board adoption. President Dawson accepted the report and thanked the committee for its work.

President Dawson stated Bill Hansen, WFCOA Parliamentarian, has volunteered to assist county associations and regions on parliamentary procedure.

Chris Caviezel, WFCOA representative on the EMS Trauma Care Steering Committee, submitted a written report for the Board's review. President Dawson accepted the report.

Richard Kistler reported the NAEFO Board is on record in support of residential fire sprinklers. NAEFO received an invitation from the IAFC and Fire Rescue International to attend their convention in Dallas, Texas, August 25-29. Discussion followed. It was the consensus of the Board that it was a good idea to have NAEFO representation at the convention. President Dawson appointed Richard Kistler to continue as the WFCA representative on NAEFO. President Dawson accepted the NAEFO report.

Roger Ferris presented the James R. Larson Forum Building report stating the association will receive a \$30,000-\$35,000 capital return on December 31. President Dawson accepted the Forum report.

Regional directors reported on activities within their respective regions. President Dawson accepted the reports.

The Executive Secretary's performance evaluation was discussed. President Dawson explained the method he used to determine an average score from the 10 evaluations that were submitted, the results of which were 4.17 (exceeds expectations). After review, Keith Merritt moved and it was seconded to approve 2009 Executive Secretary goals as submitted. Discussion followed. Mick McKinley offered a friendly amendment, and it was seconded, that Roger Ferris establish target dates for goal completion and report those to the Board in January. The friendly amendment was accepted by Keith Merritt. **Amendment carried. Motion to approve 2009 goals, as amended, carried.**

The Board discussed its meeting schedule for 2009. Bob Skaggs moved and it was seconded to adopt the following meeting dates and locations: Saturday, January 24, 1 p.m., Olympia; Saturday, April 25, 10 a.m., Yakima; Saturday, July 11, 1 p.m., Olympia; Wednesday, October 21, 1 p.m., Spokane Doubletree Hotel; Saturday, December 5, orientation at 10 a.m., meeting at 12:30 p.m., Olympia. Bill Gates offered a friendly amendment, which was accepted by Bob Skaggs and seconded, to start the December orientation program at 9 a.m. and start the Board meeting at 11 a.m. **Motion to amend carried. Motion to adopt the 2009 meeting schedule, as amended, carried.**

The Board reviewed the proposed budget for 2009 which included a 6.2% COLA for staff and the addition of legal services in the restricted reserves category. Les Riel moved and it was seconded to adopt the 2009 budget as proposed in the amount of \$550,100. **Motion carried.** The Budget Committee will meet in Spring 2009 to review the dues structure.

On behalf of the Board, staff and membership, Roger Ferris presented gifts to outgoing Board members.

There being no further business, the meeting was adjourned at 3:48 p.m.